

Annapolis Conservancy Board  
Thursday, July 9, 2009, 5:30pm  
City Council Chambers

## **Meeting Minutes**

### **Members Present:**

Jay Baldwin, Chair  
Tom Lippert, Vice Chair  
Karen Jennings  
Joel Dunn

### **Members Absent:**

Jon Chapman  
Gretchen Clift  
David Fogle

### **Staff Present:**

Steve Carr Tami Hook, Recorder

## **HOUSEKEEPING:**

### **May 14, 2009 Meeting Minutes**

Mr. Lippert moved approval of the May 14, 2009 meeting minutes as written.  
Mr. Baldwin seconded the motion. The motion passed unanimously in a vote of 4-0

### **Review Minutes & Activities of Other City Boards**

The minutes of other City Boards and Commissions were provided for review. Members were encouraged to submit any questions or concerns to Mr. Carr. Mr. Carr agreed to provide the Board with a copy of the AEC way-points brochure per their request.

### **Maryland Environmental Trust Annual Report**

Mr. Carr referred members to a copy of an email from Rebekah Howey (MET), announcing the Maryland Environmental Trust's three-year report for 2006-2008, including a website link to this report for their use. This report identifies the MET's activities and members were encouraged to use the link to review the report.

There was a brief discussion regarding the Blacks of the Chesapeake and members were referred to an email from Ms. Claudia Donegan (DNR Lower Western Shore Tributary Strategy Coordinator), regarding the RainScaping Newsletter & BayStats.

## **Mail**

There was no mail to deliver

## **NEW BUSINESS:**

### **Conservation Easement Map and Cue Sheet - MD Environmental Trust**

Mr. Carr provided a copy of the conservation easement map and cue sheet he prepared and which has been posted on the City website. This map provides a total listing of the 18 conservation easements held by the City, including the acreage for each and the date of acquisition. Mr. Carr stated that the GIS staff helped him prepare the easement map by doing an overlay on the Colonial Annapolis Maritime Trail bike map. The map was sent to the Maryland Environmental Trust who are working with the Governor and the Department of Natural Resources to create a full scale inventory of all the land in the state (including cities, counties, and land trusts) set aside for conservation or active recreational purposes. The City's IT staff and Mr. Carr recently met with the State Greenprint Director to brief him on our GIS maps and easements. Annapolis is the first city in Maryland to undertake this effort. The open space inventory will be made available to the public at some point in the future.

Mr. Carr also noted that the City's Planning & Zoning Director, Mr. Arason, believes that the Munz property easement is owned by the City, but the Board believes it is owned by the County. He agreed to check into this matter and report back. Mr. Baldwin and Mr. Carr agreed to also go over the easement acquisition dates on the cue sheet to ensure that they are accurate.

### **Draft Letter to Gardens of Annapolis HOA Regarding Bamboo**

Mr. Carr provided a draft letter to the Gardens of Annapolis Homeowners Association regarding the encroachment of bamboo within the easement on this Edgewood Road property. He was asked to notify the property owner of the bamboo's existence and to ask that it be contained in its current location to prevent encroachment into the nearby non-tidal wetlands. A motion was made and seconded to approve the letter for distribution. Mr. Carr agreed to continue to try to contact the property owner via telephone to discuss.

## **Maryland Environmental Trust's Rally Review**

Mr. Carr did not have a report but will continue to solicit a report from Mr. Chapman.

## **Katherine Property**

Mr. Carr inquired about the status of the Katherine Property from the Planning & Zoning Director, Mr. Arason, who explained that the applicant is in the process of hiring a new architect to revise the project to include a retirement community. Regardless of the design, there will be 80-acres deeded to the City in a conservation easement. Mr. Dunn suggested that the Board try to showcase these types of easements on annexed properties to the general public in order to encourage future donations.

## **OLD BUSINESS:**

### **Post Haste Access Agreement Connecting Poplar & Spa Creek Trails**

Mr. Carr reported on this project explaining that there was a meeting with the owner who was amiable to an trail access agreement as long as the City indemnifies the owner in case there is an accident to someone passing through the property. The issue has become complicated because the tenants have to sign off on the indemnification request. There will be a meeting between the interested parties to discuss this issue further. He agreed to provide a report at the next meeting.

### **Posting of Signs at Kingsport**

Mr. Carr noted that this issue has not been resolved and there is a meeting scheduled for July 21, 2009 to include Tom Smith (P&Z) and Sam Brice (DPW) to determine the boundary lines using the metes and bounds. Once the lines are determined than the City's surveyors will go out to establish the boundary lines. Mr. Carr will try to locate the final deed for the meeting. He agreed to also ask Mr. Arason if the developers can build into the development process that the developer's surveyors install the conservation easement signage and invite the members of the Board to participate if they choose.

## **Kingsport Violations - Enforcement Letter to HOA**

Mr. Carr explained that until the signs are posted, there will be no movement on this issue.

### **St. Luke's Update**

There is no update on this property.

### **Annual Tour Loose Ends**

Mr. Carr reported that staff surveyed the following locations during its annual tour:

- a) South Cherry Grove - Mr. Carr checked this property and it is in good condition.
- b) Brewer - Mr. Carr checked this property and it is in good condition.
- c) Dutch Glen - Mr. Carr checked this property and it is in good condition.
- d) Adams Park - Mr. Carr checked this property and it is in good condition.
- e) Bloomsbury - Mr. Carr checked this property and it is in good condition.
- f) Acton's Landing - Mr. Carr checked this property and it is in good condition.

He also noted that the following locations remain to be surveyed:

- a) Annapolis Ridge - Mr. Dunn and Mr. Carr will survey this easement. Others were invited to attend if their schedule allows.
- b) Regatta Bay I and Regatta Bay II - Mr. Dunn and Mr. Carr will survey this easement. Others were invited to attend if their schedule allows.
- c) Village Greens - This will be completed with the Kingsport visit.
- d) Riders Glen - This will be completed with the Kingsport visit.

### **Spa Cove Apartments**

Mr. Carr explained that this is the location where some of the vandalized signs were replaced during our annual easement tour. Mr. Arason (P&Z) agreed to ask the owner who is currently working with the City on a redevelopment plan, to approve an access agreement for a trail through the property at the traffic circle near the end of Primrose Road.

### **Term Expiration Dates**

Ms. Jennings pointed out that the website includes incorrect term expiration date for several of the members. Mr. Carr agreed to check into this matter and ensure that the website reflect the accurate expiration dates.

Mr. Dunn asked if the charter allows the Board to advocate for different projects and specify which ones. Mr. Carr explained that the Board does not advocate

The next meeting is scheduled for September 10, 2009 at 5:30pm in City Council Chambers

With there being no further business, Mr. Baldwin moved to adjourn the meeting at 7:02pm.

Mr. Lippert seconded the motion. The motion passed unanimously in a vote 4-0.

Tami Hook, Recorder